

Appendix B

Faculty Workload Policy

University Approved Committees

<u>COMMITTEE NAME</u>	<u>COMMITTEE TYPE</u>	<u>2022/2023 Meeting Frequency</u>	<u>2022/2023 Meeting Duration (in hours)</u>	<u>Workload Calculation: COMMITTEE MEMBER</u>	<u>Workload Calculation: COMMITTEE CHAIR</u>
Academic Management Partnership (AMP)	University Standing Com	11	1.5	0.545	0.654
American Association of Colleges of Pharmacy (AACP) Delegates	COP Accreditation	5	4	0.66	0.792
Basic and Translational Biomedicine (BTB) Advisory Committee	COGS Standing Com	3	1	0.099	0.119
Biomedical Sciences (BMS) Program Committee	COGS Standing Com	3	1	0.099	0.119
Certified Anesthesiologist Assistant (CAA) Advisory Committee (MMScA)	COGS Standing Com	3	1	0.099	0.119
COGS Appointments and Promotions Committee	COGS Standing Com	3	1	0.099	0.119
COGS Committee on Academic and Professional Progress (COGS CAPP)	COGS Standing Com	5	1.5	0.248	0.297
COGS Graduate Faculty Council	COGS Standing Com	12	1.5	0.594	0.713
COGS Program Director Meeting	COGS Standing Com	12	1	0.396	0.476
COGS/COP CAPP Executive Review	COGS Standing Com	2	1	0.066	0.079
COM Admissions Committee (Does not include file review time: 1 hr = 0.016 credit hrs)	COM Standing Com	12	3	1.188	1.426
COM Clinical Curriculum Subcommittee	COM Curriculum	12	2	0.792	0.951
COM Committee on Academic and Professional Progress (COM CAPP)	COM Standing Com	14	4	1.848	2.218
COM Committee on Academic and Professional Progress Executive Review	COM Standing Com	2	1	0.066	0.079
COM Continuous Quality Improvement Committee	COM Standing Com	12	1	0.396	0.476
COM Curriculum Committee	COM Standing Com	12	2	0.792	0.951
COM Curriculum Evaluation Subcommittee	COM Curriculum	12	1	0.396	0.476

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COM Dean's Advisory Group	COM Bylaws	12	2	0.792	0.9504
COM Nominating and Membership Committee	COM Bylaws	1	2	0.066	0.0792
COM Non-tenure Track Faculty Appointments and Promotions Committee	COM Standing Com	7.5	1	0.248	0.297
COM Pre-Clinical Curriculum Subcommittee	COM Curriculum	24	1.5	1.188	1.426
COP Admissions Committee(Does not include file review: 1 hr = 0.016 credit hrs)	COP Standing Com	30	0.5	0.495	0.594
COP Committee on Academic and Professional Progress (COP CAPP)	COP Standing Com	10	4	1.32	1.584
COP Curriculum Committee	COP Standing Com	12	2	0.792	0.951
COP Non-tenure Track Appointment and Promotion Committee	COP Standing Com	5	2	0.33	0.396
COP Outcomes Assessment Committee	COP Standing Com	12	2	0.792	0.951
COP Preceptor Advisory Steering Committee	COP Faculty	12	1	0.396	0.476
COP/COGS CAPP Executive Review	COP Standing Committee	3	1	0.099	0.119
Foundations of Medicine (MFM) Advisory Committee	COGS Standing Committee	3	1	0.099	0.119
Global Health Innovation (GHI) Advisory Committee	COGS Standing Committee	3	1	0.099	0.119
Graduate Faculty Council	COGS Standing Committee	12	1	0.396	0.476
Institutional Animal Care and Use Committee	Institutional Compliance	10	2	0.66	0.792
Institutional Biosafety Committee	Institutional Compliance	4	1	0.132	0.159
Institutional Hazardous Material & Laboratory Safety Committee	Institutional Compliance	1	1	0.033	0.040
Institutional Review Board	Institutional Compliance	4	1	0.132	0.159

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Leadership Advisory Committee (MLHSS)	COGS Standing Com	3	1	0.099	0.119
Master of Public Health (MPH) Admissions Committee	COGS MPH Program	4	2	0.264	0.317
Master of Public Health (MPH) Curriculum Committee	COGS MPH Program	3	1.25	0.124	0.149
Master of Public Health (MPH) Governing Council	COG MPH Program	3	1.5	0.149	0.179
Medical Ethics and Humanities (MEH) Advisory Committee	COGS Standing Com	3	1	0.099	0.119
Radiation and Laser Safety Committee	Institutional Compliance	4	1	0.132	0.159
Student Conduct Hearing Board	Student Services	9	1	0.297	0.357
Student Curriculum Council (Medicine)	COM Student Committee	9	2	0.594	0.713
Student Curriculum Council (Pharmacy)	COP Student Committee	9	1	0.297	0.357
Tenure Advisory Committee	Faculty	3	2	0.198	0.238
University Bylaws Committee	Univ Standing Com	5	1	0.165	0.198
University Curriculum Quality Collaborative	Strategic Plan	4	2	0.264	0.317
University Faculty Council (UFC) ²	Univ Standing Com	12	1.5	0.594	0.713
University Mental Health Committee	Univ Standing Com	12	1	0.396	0.476
University Nominating and Membership Committee	Univ Standing Com	4	1	0.132	0.159
University Research Council	Univ Standing Com	5	1	0.165	0.198
University Scholarship and Awards Committee	Univ Standing Com	5	2	0.33	0.396
University Student Accessibility Committee	Univ Standing Com	4	2	0.264	0.317
University Tenure and Promotions Committee	Univ Standing Com	3.5	2	0.231	0.278

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- 1) Current co-chairs of a committee may use the same service calculation as that for chairs. New co-chairs must be approved by the Provost.
- 2) Task Forces of the University Faculty Council must be chartered and approved by the Provost.
- 3) College task forces or ad hoc committees must be approved by the Dean after discussion with the Provost.
- 4) Committees not appearing must be approved by the Provost to be eligible for workload credit. Otherwise participation is to be considered expected University citizenship.

Other Activities Eligible for Workload Service Credit

Activity	Frequency	Maximum credit
Participation in self-study or accreditation/re-accreditation activities	As determined by the Dean 1 hr = 0.016 credit hrs	As determined by the Dean and approved by the Provost
Participation in student recruiting, orientation or culmination events	As stated in the policy, section 4(c) (iii) 1 hr = 0.016 credit hrs	As determined by the Dean and approved by the Provost
Serving on a thesis or dissertation committee	1 meeting hr = 0.033 credit hrs	As determined by the Dean and approved by the Provost
Other mission-critical activities	As recommended by the Department Chair and approved by the Dean and Provost	As determined by the Dean and approved by the Provost